

IN THE UNITED STATES BANKRUPTCY COURT
FOR THE DISTRICT OF WYOMING

In re)	
)	
ELECTRONIC CASE FILING)	GENERAL ORDER NO. 02-01
)	
)	

GENERAL ORDER IMPLEMENTING ELECTRONIC CASE FILING

The Clerk of the Bankruptcy Court having implemented the Case Management/Electronic Case Filing (CM/ECF) system, and the court being authorized by Fed. R. Bankr. P. 5005, 9011, and 9029 to establish procedures for the filing, signing, and verification of pleadings and papers by electronic means,

IT IS ORDERED:

1. *Signature.* The electronic filing of a petition, pleading, motion or other paper by an attorney who is a registered participant in the ECF system shall constitute the signature of that attorney under Fed. R. Bankr. P. 9011, and for any other purpose for which a signature is required in connection with proceedings in this court.

2. *Unauthorized Use.* No attorney shall knowingly permit or cause to permit the use of the ECF password by anyone other than an authorized agent of the registered participant.

3. *Docket.* The docket contained under the CM/ECF system shall constitute the Clerk of Court's official record required to be maintained under Fed. R. Bankr. P. 5003. The electronic filing of a pleading or other paper in accordance with the Clerk of Court's established procedures shall constitute the filing of the document and entry of that pleading or other paper on the docket under Fed. R. Bankr. P. 5003, and the filing party is bound by the document as filed. Each order, decree, judgment or proceeding entered on the docket

kept by the Clerk of Court in accordance with the ECF system procedures shall constitute entry on the docket under Fed. Bankr. R. 9021.

4. *Consent to Notice.* Participation in the ECF system by receipt of a password constitutes a request for and agreement to service and notice electronically pursuant to Fed. R. Bankr. P. 9036.

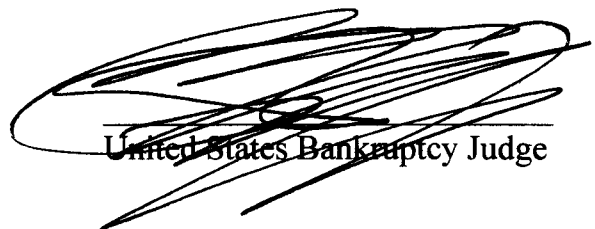
5. *Notice.* Whenever a pleading or other paper is filed electronically in accordance with the ECF procedures, the Office of the Clerk shall transmit a Notice of Electronic Filing to the filing party by electronic means at the time of docketing. The filing party shall serve the Notice of Electronic Filing upon all persons entitled to service in accordance with applicable rules by e-mail, facsimile, hand delivery or First Class mail.

If the recipient of service is a registered participant in the ECF system, service by electronic means of the Notice of Electronic Filing (with a hyperlink to the filed document and without the pleading attached) shall be the equivalent of service of the pleading or other paper by First Class mail, postage prepaid, and constitutes service of the filed document. Parties not consenting in writing to electronic notice must be served with a paper copy of any electronically filed pleading or other paper.

6. *Retention Requirements.* Documents that are electronically filed and require an original signature other than that of the filer must be maintained in paper form by the filer until five years after all time periods for appeal expire.

Dated this 2nd day of July, 2002.

BY THE COURT



United States Bankruptcy Judge